

COUNTY OF BERKS
COMMISSIONERS' BOARD MEETING AGENDA
March 12, 2026

Christian Y. Leinbach, Commissioner, Chair
Michael S. Rivera, Commissioner
Dante Santoni, Jr., Commissioner
Christine Sadler, Esq., County Solicitor
Kevin S. Barnhardt, Chief Operations Officer
Jessica Blausler, Chief Clerk

CALL TO ORDER – 10:00 a.m.

Observe a moment of silence followed by the Pledge of Allegiance to the Flag led by Christian Y. Leinbach, Chair.

NOTICE:

Public comment will be accepted in person and through the Q&A function. Please include your first name, last name and municipality for all comments. Any comments without name and municipality will not be considered. Each citizen can submit one comment. Comment length is dictated by limitations of the platform being used (Teams Q&A). In person comments will be accepted first, followed by comments submitted virtually. The meeting comment period is limited to a total of 30 minutes including both in person and virtual comments. This time period may be extended at the discretion of the Board. Please be concise. Comments that are germane to County business will be read during the meeting and should not be considered to be interactive dialogue with the Commissioners. The County Solicitor shall be the final arbiter of whether a comment is germane and should be read. Any Commissioner response to public comment will be done at the discretion of the Commissioners.

APPROVAL OF MINUTES

Approve the March 5, 2026, meeting minutes.

PUBLIC COMMENT ON AGENDA ITEMS

PRESENTATION

Berks County Convention Center Authority update – Michael Gombar, Jr., Chair; Michael Ehlerman, Member; Michele Richards, Member and David Farrar, GM Oakview Group.

AGENDA ITEMS

I. Authorizing:

Budget

64.2026 A. Adopt a resolution authorizing 2025 Budget Transfers in the amount of \$684,593; 2025 Appropriations in the amount of \$176,977; 2026 Transfers in the amount of \$801,023 and 2026 Appropriations in the amount of \$848,925 per listing dated March 6, 2026.

Purchasing

65.2026 A. Adopt a resolution authorizing a recommendation to award and further authorizing the Director of Contracts and Procurement to execute one (1) contract resulting from Invitation to Bid 25-19-SKMZ for the

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Rehabilitation and Maintenance of Kutz Mill and Greenawalt Bridges
as identified herein:

Bi State Construction Co. Inc.
1500 Uhler Road, Suite 102
Easton, PA 18040

Total Bid Amount Not to Exceed: \$439,309.00

The Base Bid includes the following:

Item No	Item Description	Quantity	Unit Price	Extended Price
0201-0010	Clearing and Grubbing – Bridge 46E	Lump Sum	\$4,600.00	\$4,600.00
0204-0100	Class 3 Excavation-Bridge 46E	5 Cubic Yards	\$125.00	\$625.00
0205-0292	Structure Backfill—Bridge 46E	5 Cubic Yards	\$125.00	\$625.00
0608-0001	Mobilization- Bridge 46E	Lump Sum	\$13,250.00	\$13,250.00
0802-0001	Topsoil Furnished and Placed – Bridge 46E	10 Cubic Yards	\$150.00	\$1,500.00
0804-0001	Seeding and Soil Supplements-Formula B including Mulch – Bridge 46E	18 Pounds	\$44.00	\$792.00
0806-0113	Temporary Short-Term, Rolled Erosion Control Product, Type 2D- Bridge 46E	250 Square Yards	\$7.00	\$1,750.00
0845-0001	Unforeseen Water Pollution Control – Bridge 46E	Lump Sum	\$2,500.00	\$2,500.00
0849-0010	Rock Construction Entrance – Bridge 46E	3 Each	\$3,125.00	\$9,375.00
0855-0003	Pump Water Filter Bag-Bridge 46E	2 Each	\$2,200.00	\$4,400.00
0855-0004	Replacement Pump Water Filter Bag – Bridge 46E	2 Each	\$1,250.00	\$2,500.00
0901-0001	Maintenance and Protection of Traffic – Bridge 46E Detour	Lump Sum	\$8,000.00	\$8,000.00
1090-1000	Preformed Neoprene Compression Seal Replacement – Bridge 46E	16 Linear Feet	\$400.00	\$6,400.00
1040-0001	Concrete Bridge Deck Repairs, Type I-Bridge 46E	30 Square Feet	\$250.00	\$7,500.00
1040-0002	Concrete Bridge Deck Repairs, Type II-Bridge 46E	5 Square Feet	\$190.00	\$950.00
9000-0001	Temporary Water Diversion System – Bridge 46E	170 Linear Feet	\$135.00	\$22,950.00
9000-0002	Timber Arch Truss Repair-Bridge 46E	4 Each	\$10,250.00	\$41,000.00
9000-0003	Temporary Support – Bridge 46E	Lump Sum	\$12,000.00	\$12,000.00

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9000-0004	Timber Arch Truss Debris Removal-Bridge 46E	Lump Sum	\$6,000.00	\$6,000.00
9000-0005	Dismantling and Resetting Stone Masonry Wall-Bridge 46E	768 Cubic Feet	\$69.00	\$52,992.00
0608-0002	Mobilization- Bridge 32A	Lump Sum	\$18,250.00	\$18,250.00
0845-0001	Unforeseen Water Pollution Control -Bridge 32A	Lump Sum	\$2,500.00	\$2,500.00
0901-0002	Maintenance and Protection of Traffic-Bridge 32A	Lump Sum	\$3,000.00	\$3,000.00
1090-1000	Preformed Neoprene Compression Seal Replace-Bridge 32A	22 Linear Feet	\$350.00	\$7,700.00
5071-0100	Spot Painting Existing Structural Steel-Bridge 32A	692 Square Feet	\$200.00	\$138,400.00
1072-0100	Containment-Bridge 32A	Lump Sum	\$50,000.00	\$50,000.00
1072-0200	Waste Management – Bridge 32A	Lump Sum	\$13,750.00	\$13,750.00
1072-0300	Worker Health and Safety-Bridge 32A	Lump Sum	\$6,000.00	\$6,000.00

Human Resources

66.2026 A. Adopt a resolution authorizing Human Resources recommendations dated March 12, 2026, as follows:

1. Authorize the promotion of Michael Spera from PC013723 Intern (Paid) – Human Resources to PC013445 Accounting Assistant, Controller’s Office, effective 3/25/2026. Rate of \$53,000/annually. Salary range Minimum \$50,025; Midpoint \$59,910; Maximum \$69,795. Replacement for Thomas Belluch who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.

Commissioners

67.2026 A. Adopt a resolution authorizing Joshua Grove, Administrator of the Berks Heim Nursing & Rehabilitation Center, to execute the Pennsylvania Coalition of Affiliated Healthcare & Living Communities (PACAH) Patient Trust Fund Bond Renewal for April 1, 2026, through April 1, 2028.

68.2026 B. Adopt a resolution authorizing the submission of an application for Community Project Funding through Transportation, Housing, and Urban Development — Economic Development Initiative (THUD-EDI) for the County of Berks Regional Youth Detention Center Project. This resolution shall further authorize the Chief Operations Officer, or in his absence, the Deputy Chief Operations Officer, to execute all documents and agreements necessary to facilitate and assist in obtaining the requested funds.

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- 69.2026 C. Adopt a resolution authorizing the submission of an application for Interior, Environment, and Related Agencies — Clean Water State Revolving Fund (CWSRF) for the County of Berks Wastewater Treatment Plant (WWTP) Equipment Modernization Project. This resolution shall further authorize the Chief Operations Officer, or in his absence, the Deputy Chief Operations Officer, to execute all documents and agreements necessary to facilitate and assist in obtaining the requested funds.
 - 70.2026 D. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the 2026 Court Interpreter Services Grant Application for 2025 Language Access Reimbursable Costs from the Administrative Office of Pennsylvania Courts (AOPC). This resolution shall further authorize the Chair to execute all documents and agreements necessary to facilitate and assist in obtaining the requested grant.
 - 71.2026 E. Adopt a resolution authorizing Stevens & Lee to advertise proposed Ordinance No. 01-2026; and as Bond Counsel, prepare an Ordinance authorizing the issuance of the County’s General Obligation Bonds, Series of 2026 for enactment March 19, 2026.
 - 72.2026 F. Adopt a resolution authorizing Brian Gottschall, Director of Emergency Services, to execute the Pennsylvania Emergency Management Agency Hazardous Materials Emergency Response Preparedness Report (HMERP) for reporting year 2025.
 - 73.2026 G. Adopt a resolution authorizing Christian Y. Leinbach, Chair, and Amber Columbo, Director of Workforce Development, to execute the Separation of Duties Worksheet for Labor & Industries (L&I) annual monitoring.
2. Motion to authorize the execution of Contract Agreements/Amendments as set forth on the Contract Agenda listing dated March 9, 2026.
 3. Motion to authorize the execution of payments and electronic transfers for the week ending March 13, 2026.

AGENDA APPROVAL

REPORTS OF TREASURER AND CONTROLLER

1. Mitchell R. Darcourt, County Treasurer
2. Joe Rudderow, County Controller

REPORT OF CHIEF OPERATIONS OFFICER

Kevin S. Barnhardt

COMMISSIONERS' COMMENTS

Commissioner Rivera

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Commissioner Santoni

Commissioner Leinbach

ROW OFFICERS' COMMENTS

PUBLIC COMMENT

ADJOURNMENT

COUNTY OF BERKS
COMMISSIONERS' BOARD MEETING MINUTES
March 5, 2026

The Berks County Board of Commissioners met in a regular session on Thursday, March 5, 2026, at 10:00 A.M. via Microsoft Teams Town Hall, pursuant to due notice to Board members and the public.

Commissioner Chair, Christian Y. Leinbach called the meeting to order with Commissioner Michael S. Rivera and Commissioner Dante Santoni, Jr. in attendance. Christine M. Sadler, County Solicitor; Kevin S. Barnhardt, Chief Operations Officer and Jessica Blausner, Chief Clerk, were also present.

Commissioner Leinbach opened the meeting with a moment of silence followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

The February 26, 2026, meeting minutes were approved as presented.

There was one Executive Session held on March 4, 2026, dealing with personnel, real estate and litigation.

PUBLIC COMMENT ON AGENDA ITEMS

No comments.

AGENDA ITEMS

1. Authorizing:

Budget

59.2026 A. Adopt a resolution authorizing 2025 Budget Transfers in the amount of \$2,106,439; 2025 Appropriations in the amount of \$278,159; 2026 Transfers in the amount of \$105,472 and 2026 Appropriations in the amount of \$91,177 per listing dated February 26, 2026.

Commissioners

60.2026 A. Adopt a resolution authorizing submission of the Application for Reimbursement of the County Recycling Coordinator position to the Pennsylvania Department of Environmental Protection, Bureau of Waste Management for reimbursement of 50% of the salary, benefits, and expenses paid to the Berks County Recycling Coordinator for the calendar year 2025 (known as the 903 Recycling Coordinator grant) and further authorizing Christian Y. Leinbach, Chair, to execute the Worker Protection and Investment Certification Form.

61.2026 B. Adopt a resolution authorizing the execution of the Juvenile Probation Services Grant Agreement, including the execution of the proposed budget signature page, between the Commonwealth of Pennsylvania, through the Juvenile Court Judges' Commission of the Office of General Counsel and Berks County for Fiscal Year 2025-2026. This resolution shall further authorize the Chief Operations Officer to

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execute all documents and agreements necessary to facilitate and assist in obtaining the requested grant.

62.2026 C. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the amended and restated Berks County Infrastructure Loan Fund Agreement between the County of Berks and the Berks County Industrial Development Authority effective March 5, 2026, subject to final review and approval by the Solicitor's Office.

63.2026 D. ~~Adopt a resolution authorizing the submission of an application for FY27 Community Project Funding for the County of Berks Bi-Directional Amplifier (BDA) Project. This resolution shall further authorize the Chief Operations Officer, or in his absence, the Deputy Chief Operations Officer, to execute all documents and agreements necessary to facilitate and assist in obtaining the requested grant.~~

Resolution 63-2026 was withdrawn from the March 5, 2026 Commissioners' Board Meeting Agenda.

- 2. Motion to authorize the execution of Contract Agreements/Amendments as set forth on the Contract Agenda listing dated March 2, 2026.
- 3. Motion to authorize the execution of payments and electronic transfers for the week ending March 6, 2026.
- 4. Motion to authorize the execution of employee payroll disbursements dated March 10, 2026.

AGENDA APPROVAL

Commissioner Rivera motioned to approve the agenda as presented; Commissioner Santoni seconded the motion; there being no further discussion, the agenda was approved as presented.

REPORTS OF TREASURER AND CONTROLLER

- 1. Commissioner Leinbach, Chair, presented the weekly Treasurer's report.
- 2. Joe Rudderow, County Controller, presented the weekly Controller's report.

REPORT OF CHIEF OPERATIONS OFFICER

Chief Operations Officer Kevin Barnhardt – nothing to report.

COMMISSIONERS' COMMENTS

Commissioner Rivera provided an overview of recent and upcoming community events, including his participation in the Berks 275th Kickoff Event scheduled for March 11th. He also announced that an Election Board meeting will be held today at 11:00 am.

Commissioner Santoni provided an overview of recent and upcoming community events. He also shared that there was a meeting held last week with Governor Shapiro and Elected Officials from Berks and Schuylkill Counties to discuss their concerns with the ICE Facilities.

Commissioner Leinbach provided an overview of recent and upcoming community events including the Center for Excellence in Local Government (CELG) Municipal Officials Dinner.

ROW OFFICERS' COMMENTS

Commissioner Leinbach, Chair, shared the Coroners' death statistics for 2026.

PUBLIC COMMENT

Harry Stouffer, Reading, Pennsylvania, shared concerns with property assessment.

Commissioner Leinbach stated for the record that the County's public comment policy is always read at the start of each meeting.

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 10:31 AM.

Respectfully Submitted,

Jessica Blausen, Chief Clerk

March 6th, 2026
 To: Jessica Blausler - Chief Clerk
 From: Laura Jones - Chief Financial Officer

Please include the attached "Budget Transfer/Appropriation Requests" on the Commissioner's Meeting Agenda for the week of March 12th, 2026.

TRANSFERS 2025

		<u>Transfer From/Credit Acct. #</u>								<u>Transfer To/Debit Acct. #</u>							
	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Amount</u>
1	Children Services - General	22001	23200	10150	63600	000000	000000	Payments To Institutions	Children Services - General	22001	23200	10141	63600	000000	000000	Payments To Institutions	\$ 513,445
1	Children Services - General	22099	23200	10150	63600	000000	000000	Payments To Institutions	Children Services - General	22001	23200	10141	63600	000000	000000	Payments To Institutions	\$ 171,148
2025 Transfers Total																\$ 684,593	

APPROPRIATIONS 2025

		<u>Revenue / Credit Acct. #</u>								<u>Expense / Debit Acct. #</u>							
	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Amount</u>
2	Coca	34000	26270	10450	48006	000000	000000	Interest Income	Coca	34000	26270	10450	63600	000000	000000	Payments To Institutions	\$ 1,000
2	Coca	34001	26270	10448	48006	000000	000000	Interest Income	Coca	34001	26270	10448	63600	000000	000000	Payments To Institutions	\$ 500
2	Coca	34004	26270	10447	48006	000000	000000	Interest Income	Coca	34004	26270	10447	63600	000000	000000	Payments To Institutions	\$ 1,000
2	Coca	34008	26270	10929	48006	000000	000000	Interest Income	Coca	34008	26270	10929	63600	000000	000000	Payments To Institutions	\$ 800
2	Coca	34009	26270	10991	48006	000000	000000	Interest Income	Coca	34009	26270	10991	63600	000000	000000	Payments To Institutions	\$ 500
3	Children Services - General	22001	23200	00000	50000	000000	000000	Grant Revenue - State	Children Services - General	22001	23200	10141	63600	000000	000000	Payments To Institutions	\$ 171,148
4	Children Services - General	22015	23200	10907	50000	000000	000000	Grant Revenue - State	Children Services - General	22015	23200	10907	64001	000000	000000	Program Service	\$ 2,029
2025 Appropriations Total																\$ 176,977	

TRANSFERS 2026

		<u>Transfer From/Credit Acct. #</u>								<u>Transfer To/Debit Acct. #</u>							
	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Amount</u>
5	Capital Projects	61722	48200	00000	81130	200722	000000	Infrastructure	Capital Projects	61722	48200	10011	81130	200722	000000	Infrastructure	\$ 801,023
2026 Transfers Total																\$ 801,023	

APPROPRIATIONS 2026

		<u>Revenue / Credit Acct. #</u>								<u>Expense / Debit Acct. #</u>							
	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Department Name</u>	<u>Fund</u>	<u>Dept</u>	<u>Prog</u>	<u>Acct</u>	<u>Proj</u>	<u>Grant</u>	<u>Account Name</u>	<u>Amount</u>
6	Employment and Training	25044	26660	00000	50000	000000	000000	Grant Revenue - State	Employment and Training	25044	26660	00000	63802	000000	000000	Contracted Services	\$ 180,000
6	Employment and Training	25044	26660	00000	50000	000000	000000	Grant Revenue - State	Employment and Training	25044	26660	10163	79999	000000	000000	Expense Clearing Account	\$ 20,000
7								See Attachment									\$ 622,325
8	Community-Economic Dev.	26149	11280	00000	57000	000000	000000	Misc. Other Grants	Community-Economic Dev.	26149	11280	00000	63600	000000	000000	Payments To Institutions	\$ 53,310
9								General Fund - Fund Balance	Prison	10000	12090	00000	81230	100623	000000	Other Equipment (> \$5k)	\$ (27,960)
10	District Attorney	26147	11580	11008	50000	000000	000000	Grant Revenue - State	District Attorney	26147	11580	11008	61001	000000	000000	Wages - Management	\$ 855
10	District Attorney	26147	11580	11008	50000	000000	000000	Grant Revenue - State	District Attorney	26147	11580	11008	62000	000000	000000	FICA	\$ 64
10	District Attorney	26147	11580	11008	50000	000000	000000	Grant Revenue - State	District Attorney	26147	11580	11008	62100	000000	000000	Fringe Benefits	\$ 331
2026 Appropriations Total																\$ 848,925	

BUDGET TRANSFER AND APPROPRIATION REQUEST EXPLANATIONS:

- 1 Transferring funds between Act 148 programs needed for a cost center correction which provided an increase to reimbursable expense.
- 2 Appropriating CY2025 estimated earned interest income being allocated to COCA programs.
- 3 Appropriating additional Act 148 funds needed for a cost center correction which provided an increase to reimbursable expense.
- 4 Appropriating additional Truancy grant funds to provide for year end invoices and GL true up.
- 5 Transferring funds budgeted for the Berks Road Bridge project to the North Campus program to be more specifically tracked by location.
- 6 Appropriating new Employment & Training Veterans Employment grant funding.
- 7 Appropriating from fund balance or the related grant funding source carryforward funding for in-progress purchase orders from 2025. See attached list for details of accounts.
- 8 Appropriating LSA Statewide grant funds for the Pump Project at the Reading Regional Airport.
- 9 Negatively appropriating capital funds budgeted for procurement of vehicle cameras due to expense being reclassified to operating expense.
- 10 Appropriating Department of Community & Economic Development funds for DA Children's Alliance Center personnel costs.

2026 BUDGET APPROPRIATION REQUEST FORM

Dept Name: Various
 Requested By: Various

	Revenue						Expense						Amount
	Fund	Dept	Program	Acct	Project	Grant	Fund	Dept	Program	Acct	Project	Grant	
7			General Fund - Fund Balance				10000	11030	10020	71002	000000	000000	\$634
7			General Fund - Fund Balance				10000	11030	10013	63802	000000	000000	\$1,750
7			General Fund - Fund Balance				10000	11030	10016	63802	000000	000000	\$1,000
7			General Fund - Fund Balance				10000	11030	10986	71002	000000	000000	\$1,859
7			General Fund - Fund Balance				10000	11030	10802	63802	000000	000000	\$1,618
7			General Fund - Fund Balance				10000	11030	10802	71002	000000	000000	\$1,184
7			General Fund - Fund Balance				10000	11030	10013	71047	000000	000000	\$33,076
7			General Fund - Fund Balance				10000	11030	10013	71002	000000	000000	\$2,393
7			General Fund - Fund Balance				10000	11030	10875	71002	000000	000000	\$1,353
7			General Fund - Fund Balance				10000	11070	00000	71005	000000	000000	\$294
7			General Fund - Fund Balance				10000	11140	00000	71005	000000	000000	\$872
7			General Fund - Fund Balance				10000	11160	00000	66001	000000	000000	\$1,367
7			General Fund - Fund Balance				10000	11170	00000	63813	000000	000000	\$14,000
7			General Fund - Fund Balance				10000	11270	00000	63802	000000	000000	\$268
7			General Fund - Fund Balance				10000	11510	00000	71004	000000	000000	\$7,467
7			General Fund - Fund Balance				10000	11510	10031	71008	000000	000000	\$2,439
7			General Fund - Fund Balance				10000	11510	00000	71011	000000	000000	\$8,903
7			General Fund - Fund Balance				10000	11510	00000	71010	000000	000000	\$3,225
7			General Fund - Fund Balance				10000	11520	00000	66118	000000	000000	\$196
7			General Fund - Fund Balance				10000	11540	00000	71005	000000	000000	\$562
7			General Fund - Fund Balance				10000	11580	00000	71013	000000	000000	\$3,356
7			General Fund - Fund Balance				10000	11580	10409	63802	000000	000000	\$2,890
7			General Fund - Fund Balance				10000	11600	00000	70500	000000	000000	\$1,224
7			General Fund - Fund Balance				10000	12010	00000	63802	000000	000000	\$1,104
7			General Fund - Fund Balance				10000	12090	10920	66105	000000	000000	\$5,072
7			General Fund - Fund Balance				10000	12090	10920	63802	000000	000000	\$8,594
7			General Fund - Fund Balance				10000	12090	00000	71039	000000	000000	\$430
7			General Fund - Fund Balance				10000	12090	10918	71019	000000	000000	\$3,529
7			General Fund - Fund Balance				10000	12090	10920	70004	000000	000000	\$403
7			General Fund - Fund Balance				10000	12090	10875	71002	000000	000000	\$1,148
7			General Fund - Fund Balance				10000	16020	10338	63802	000000	000000	\$15,461
7			General Fund - Fund Balance				10000	16020	10338	63813	000000	000000	\$7,000
7			General Fund - Fund Balance				10000	16020	10334	66106	000000	000000	\$1,087
7			General Fund - Fund Balance				10000	16070	10112	63813	000000	000000	\$26,526
7			General Fund - Fund Balance				10000	16070	10823	63802	200785	000000	\$938
7			General Fund - Fund Balance				10000	16070	10875	71002	000000	000000	\$734
7			General Fund - Fund Balance				10000	19000	00000	70000	000000	000000	\$4,409
7			General Fund - Fund Balance				10000	90005	00000	88006	000000	000000	\$9,267
7			Liquid Fuels Tax Fund Balance				21000	24010	00000	63802	000000	000000	\$118,104
7			Liquid Fuels Tax Fund Balance				21000	24010	10875	71002	000000	000000	\$2,088
7	23000	24000	00000	49006	000000	000000	23000	24000	00000	70004	000000	000000	\$420
7	23000	24000	00000	49006	000000	000000	23000	24000	00000	63813	000000	000000	\$8,847
7			Act 13 Fund Balance				26209	16070	10340	66105	000000	000000	\$30,845
7			Record Improvement Fund - County (pooled) Fund Balance				38300	11170	00000	63813	000000	000000	\$25,000
7			Prothy - eFiling Fees Fund Balance				38700	11530	00000	66106	000000	000000	\$252,000
7			Berks Heim Fund Balance				53000	33060	00000	63802	000000	000000	\$5,022
7			Berks Heim Fund Balance				53000	33060	00000	71002	000000	000000	\$686
7			Berks Heim Fund Balance				53000	33310	00000	71022	000000	000000	\$328
7			Berks Heim Fund Balance				53000	33080	10875	71002	000000	000000	\$1,353
													\$622,325

Explanations

- 7 Explanation - Revenue: N/A
- 7 Explanation - Expense: Appropriating from fund balance or the related grant funding source carryforward funding for in-progress purchase orders from 2025. See attached list for details of accounts.
- 7 Future Budget Impact: N/A

Commissioners' Meeting
HUMAN RESOURCES RECOMMENDATION
March 12, 2026

1. Authorize the promotion of Michael Spera from PC013723 Intern (Paid) – Human Resources to PC013445 Accounting Assistant, Controller's Office, effective 3/25/2026. Rate of \$53,000/annually. Salary range Minimum \$50,025; Midpoint \$59,910; Maximum \$69,795. Replacement for Thomas Belluch who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.



**COUNTY OF BERKS
Purchasing Department**

MEMORANDUM

DATE: Monday March 9, 2026
TO: The Board of Commissioners & the Chief Clerk
RE: Agenda Items – Commissioners’ Meeting

Please include the contract listings outlined in this Memorandum for inclusion on the Agenda for the Commissioners’ meeting scheduled for **Thursday, March 12, 2026** for approval and formalization. Details are as follows:

- 1. Contract Type & #:** Vendor Contract – Agreement # VC-291908-26
Department: Area Agency on Aging
Vendor: **Pennsylvania Department of Aging**
Term: State Fiscal Year 2025/2026
Funding Source: No Cost to County
Description & Amount: This Agreement serves to continue the Title XIX grant for state fiscal year 2025-2026 between the Pennsylvania Department of Aging and Berks County Area Agency on Aging to provide Medical Assistance Information and Referral services, Aging and Disability Resource Center ("ADRC")/PA Link program services to consumers and participants in need of long-term services and supports. The total grant amount is \$65,732.
- 2. Contract Type & #:** Amendment #2 to Agreement #PC-642004-25
Department: CareerLink
Vendor: **Berks Latino Workforce Development Corporation**
Term: Fiscal Year 2025/2026
Funding Source: 100% Federal
Description & Amount: This Amendment shall modify Clause 6, Fees, by de-obligating funds in the amount of \$100,431.86 for a total amount that shall not exceed \$149,565.94. All other budget amounts shall remain the same.

3. **Contract Type & #:** Amendment #1 to Agreement #PSA-638401-25
- Department:** Children and Youth Services and Juvenile Probation
- Vendor:** **Concern Professional Services for Children, Youth, and Families**
- Term:** March 12, 2026 to June 30, 2027
- Funding Source:** 13% County, 51% State, 32% Federal, 4% Other
- Description & Amount:** This Amendment serves to modify this Agreement Clause 3, Scope of Work, to add Crisis Rapid Response, Family Finding, Family Group Decision Making, and Family Reunification Program as referred by the Berks County Children and Youth Services or Berks County Juvenile Probation Office. The rates are as follows, Case Aide Services \$34.00 /Hour; Casework Counseling \$54.00 /Hour; Clinical Evaluation Write-Up Time (Dr. Altman) \$215.00 /Hour; Corollary Services \$33.00 /Hour; Eye Movement Desensitization and Reprocessing Therapy (EMDR) \$99.86 /Hour; Family Therapy \$100.16 /Hour; Group Counseling \$34.00 /Hour; Group Therapy \$45.00 /Hour; Individual Therapy \$99.86 /Hour; Initial Intake Evaluation \$202.00 /Evaluation; Intensive Family Reunification Services (IFRS) \$84.41 /Hour; Family Reunification Services (JPO only) \$134.86 /Hour; FGDM - Successful Conference \$3,000.00 / Service; FGDM - Successful Referral \$1,000.00 / Service; FGDM - Unsuccessful Referral \$250.00 / Service; Family Finding Services \$65.00 /Hour; Kinship Home Studies Casework \$54.00 /Hour; Medical Case Aide \$39.00 /Hour; Medical Coordination Service \$57.00 /Hour; Medication Visit -99212 Level 2 \$87.36 / Service; Medication Visit -99213 Level 3 \$102.70 /15 min. Visit; Medication Visit -99214 Level 4 \$128.77 /15 min. Visit; Medication Visit -99215 Level 5 \$149.98 /15 min. Visit; Nurturing Parents Program (In-Home Setting) \$69.00 /Hour; Nurturing Parents Program (Office Setting) \$45.00 /Hour; Parenting Education-In-Home \$90.33 /Hour; Parenting Education-In-Office \$90.33 /Hour; Professional Staff Court Appearance or Testimony \$67.00 /Hour; Professional Staff Court Appearance or Testimony-Clinical Therapist \$90.00 /Hour; Professional Staff Court Appearance or Testimony-Psychiatrist \$250.00 /Hour; Professional Staff Court Appearance or Testimony-Psychologist \$100.00 /Hour; Psychiatric Evaluation (adult) \$355.60 /Evaluation; Psychiatric Evaluation (child) \$354.84 /Evaluation; Psychiatric Forensic Evaluation (Dr. Altman) \$354.84 /Evaluation; Psychiatrist Services (JPO Only) \$354.84 /Hour; Psychological Evaluation \$202.00 /Evaluation; Psychological Testing \$67.00 /Hour; Psychologist Services (JPO Only) \$40.00 /Hour; SAAY-Clinical Services Group \$50.00 /Client; SAAY-Clinical Services Individual/Family \$100.00 /Hour; SAAY-Psycho-Sexual Assessment \$500.00 /Hour; Supervised Visitation \$71.82 /Hour; Transportation \$41.65 /Hour; Trauma Report Review \$69.00 /Hour; Triple P (Positive Parenting Program) \$96.93 /Hour; Visit Coaching Program \$74.95 /Hour; ESSA Mileage- Prevailing DPW rate /Mile; Mileage- Prevailing DPW rate /Mile; No Show (50% of established fee not to exceed \$200); and Spot Check No Show Fee; 25% of rate of service.

- 4. Contract Type & #:** Amendment #1 to Agreement #ICA-268545-24
Department: Controllers Office
Vendor: Zelenkofske Axelrod LLC
Term: March 12, 2026 to June 30, 2029
Funding Source: 100% County
Description & Amount: This Amendment serves to modify Clause 2, Term of Agreement, to extend the term of this Agreement and to allow a Renewal Period with County's execution of new Engagement Letter. The rates for services performed are as follows, Year ending December 31, 2026 - \$121,270.00; Year ending 2027 - \$124,900.00; Year ending 2028 - \$128,650.00. The total amount shall not to exceed \$721,600.00 during this term.
- 5. Contract Type & #:** Independent Contractor Agreement – Agreement #ICA-291910-26
Department: Court Administration
Vendor: Leah Rotenberg, Esquire
Term: March 16, 2026 to December 31, 2027
Funding Source: 100% County
Description & Amount: This Agreement serves to retain professional services of an independent contractor for the provision of Court appointed parent's counsel for clients requiring representation in proceedings involving Berks County Children and Youth Agency. The amount during 2026 shall not exceed \$41,391.18 payable in monthly installments of \$4,599.02. An annual cost of living adjustment shall be given at the beginning of each subsequent calendar year equal to the amount established by the County for its management/confidential employees.